

**RESOLUTION NO. 2014-125**

RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HIALEAH, FLORIDA APPROVING AND ADOPTING THE DEPARTMENT OF PARKS AND RECREATION'S MASTER PLAN AS OF OCTOBER 1, 2014, A COPY OF WHICH IS ATTACHED AS EXHIBIT 1, AND REQUESTING THAT THE MIAMI-DADE BOARD OF COUNTY COMMISSIONERS MODIFY THE PROJECT DESCRIPTIONS FOR THE BUILDING BETTER COMMUNITIES GENERAL OBLIGATION BOND PROGRAM TO "RENOVATIONS AND CONSTRUCTION OF RECREATIONAL CENTERS, ATHLETIC FACILITIES AND POOL IMPROVEMENTS.

WHEREAS, in November 2004, Miami Dade County residents approved the Building Better Communities General Obligation Bond (GOB) program;

WHEREAS, as a result, the City was awarded bond money over a five-year period, for design and construction of the City's park system;

WHEREAS, the Administrative Rules for the Building Better Communities Program have been established and approved by the Board of County Commissioners;

WHEREAS, as a condition of the bond program, the City entered into Interlocal agreements with Miami Dade County for each specific project. These agreements specified, among other things, the terms and conditions under which the approved project would be administered and certain budget allocations;

WHEREAS, upon approval of the City of Hialeah Parks & Recreation Master Plan, the City of Hialeah will submit this plan to the Miami Dade County General Obligation Bond Citizen's Advisory Board for review and approval; and

WHEREAS, based on the City of Hialeah needs assessment, it was determined that the best course of action is a Master Plan approach which requires that the Miami-Dade County Commission change and consolidate the project descriptions from "Renovations to Bucky Dent Park, Renovations to Goodlet Park, Upgrade Graham Park, Renovate Edgar J. Hall Recreational Center, Renovate Slade Park" to "Renovations and Construction of recreational centers, athletic facilities and pool improvements" as detailed in the Parks Master Plan.

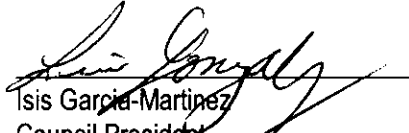
NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HIALEAH, FLORIDA; THAT:

**Section 1:** The recitals are hereby incorporated herein by reference, in their entirety, as if fully set forth herein.

**Section 2:** The Mayor and City Council of the City of Hialeah, Florida hereby approve and adopt the City of Hialeah Parks & Recreation Master Plan as of October 1, 2014.

**Section 3:** The Mayor and City Council of the City of Hialeah, Florida hereby request that the Miami-Dade Board of County Commissioners modify the project descriptions for the Building Better Communities General Obligation Bond Program to Renovations and Construction of Recreational Centers, Athletic Facilities and Pool Improvements.

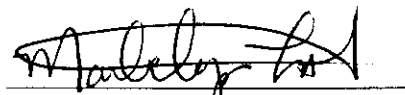
PASSED AND ADOPTED this 28 day of October, 2014.

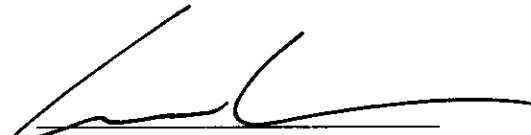
  
Isis Garcia-Martinez  
Council President

Luis Gonzalez-Council Vice President  
For Isis Garcia-Martinez-Council President

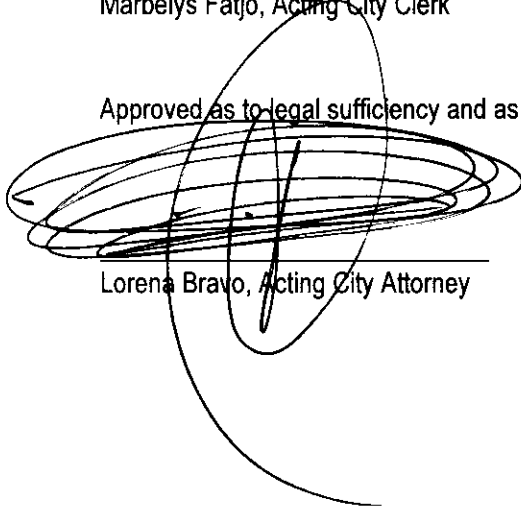
Attest:

Approved on this 7 day of November, 2014.

  
Marbelys Fatjo, Acting City Clerk

  
Mayor Carlos Hernandez

Approved as to legal sufficiency and as to form:

  
Lorena Bravo, Acting City Attorney

Resolution was adopted by a 5-0-2 vote with Council Members Caragol, Casáls-Muñoz, Gonzalez, Hernandez, & Lozano voting "Yes", & Councilmember Garcia-Martinez & Councilwoman Cueva-Fuente absent.



**City of Hialeah**  
**Department of Parks and Recreation**  
**Master Plan**

**Effective: October 1, 2014**

**Adopted by City of Hialeah, FL Resolution No. 2014-\_\_\_\_\_ (October 28, 2014)**

**900 E. 56<sup>th</sup> Street**  
**Building No. 4**  
**Hialeah, FL 33013**



# **City of Hialeah Department of Parks and Recreation Master Plan**

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## **Executive Summary**

Over the past years, the City has received money for park improvements from the General Obligation Bond Program through Miami-Dade County. These improvements have included a re-design of grounds, facilities, aquatics centers and amenities, including the continuation of quality infrastructure, to sustain a proper park system for the next 10 years. The redevelopment of the park system is necessary for several reasons.

In prior years, the City would identify and develop a specific project, the funds for that project would be assigned a project number, and the funds would be locked in for use in that project alone. As the City moves forward, it is attempting to reallocate all remaining funds into one single project number to be able to use said project number for multiple projects. This will avoid tying up the funds granted for several different projects. Having one global project number will allow to the use of all funds granted city-wide for planned upgrades to different areas.

The purpose of this document is to plan for future development, encourage standardized equipment and amenities, establish and maintain consistent standards address aesthetic values and prioritization of goals. As of 2010, the City's current population exceeds 224,000 residents and growing. Planning for growth through the preservation of open space is an essential component of smart growth principles.

Additionally, this master plan will offer uniformed park standards. It will address management's assessment of current challenges and future opportunities. Separately, it will address planned capital improvements including the re-design of park recreation centers among other projects.

The master plan document will foster a comprehensive park system by establishing standards for planning and developing amenities. The master plan will also serve as a point of reference document. It manifests the city's intent to maximize its parks system and will serve as the certified planning document to be used in grant applications.

## **INTRODUCTION**

The Master Plan ("the Plan") is a planning document for the Parks and Recreation Department and will offer many distinctive functions. The Plan will evaluate the existing recreation facilities through best management practices and funding techniques. The department will monitor on an annual basis the system needs, demands, and the development of public recreation sites and facilities and budgetary needs for improvements, repairs and maintenance.

This plan will create a framework for future development. The goal of the plan is to continue building a consistent park system, thereby continuing improving the overall quality of life of the citizens in the City of Hialeah.

Additionally, it will also serve as a guideline for staffing requirements. As facilities improve and recreational programs increase, so does the City's need for qualified, trained personnel. Staff will be able to use this document as a model to structure its organizational chart and evaluate its current staffing.

Finally, the creation of this planning document provides the foundation for standardized consistent development. The plan should also specify standardized equipment. This will allow city parks to become more identifiable and distinctive from other municipalities.

### **Park System Background**

The Department of Parks and Recreation is responsible for providing quality recreational, fitness, cultural, and educational facilities and programs that serve the citizens of Hialeah. The Department of Parks and Recreation offers a wide variety of recreation activities to area residents and visitors. Services include the provision of active parks, passive parks, and scenic areas. Active recreation programming includes youth and adult athletics (i.e. girls and boys, football, soccer, volleyball, cheer-leading, swimming and water polo), summer and holiday out of school camps and a host of other activities for citizens of all ages. City park facilities and community centers provide meeting space and host a number of arts and crafts and fitness activities.

Our Parks Systems is considered one of the best systems in the nation. We get close to 1.5 million people to attend our parks, an extraordinary amount for any department to have. We have close to 13,000 youth involved in our youth programs. These numbers are why the Parks and Recreation Department is an integral part of our community.

Currently the Department of Parks and Recreation consists of 15 parks, two water parks, one aquatic center, four community pools, three tennis centers, nine passive parks, one basketball gym, one baseball complex, three Entry Plazas, two Fountains, two Parking Garages and a 5,226 seat multi-purpose stadium, totaling more than 100 acres (0.40 km<sup>2</sup>) combined all together. Long term plans include adding a 15-acre park in a recently annexed portion of the city complete with rentable areas, walkways, bike trails, a Dog Park and open spaces.

## **Why is this plan necessary?**

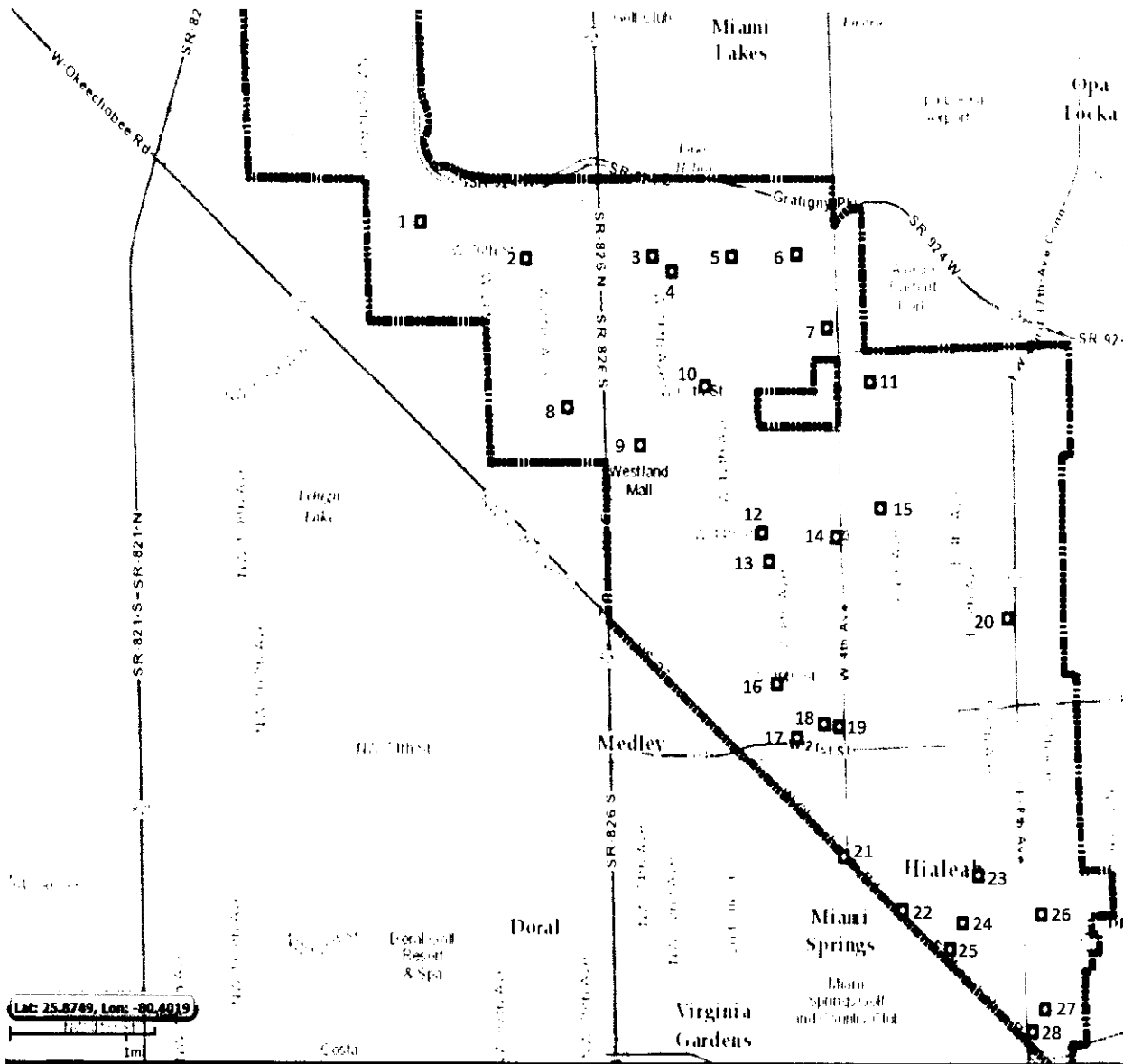
The Plan has been developed in order to be able to map out the needs and wants of the City's parks and recreation department. The plan provides a conceptual framework and guide for the park system consistent with capital improvement projects.

The goals of the plan are:

- Promote master site planning for each park and categorize parks in terms of their development, infrastructure and amenities.
- Define specific facility goals and objectives that will be translated into facility plans for individual park sites.
- Identify the City's facility assets and deficiencies in terms of specific facilities.
- Seek grants and other outside funding sources to develop and redevelop the City's parks facilities.

The Parks & Recreation Department is striving to continue to create a state-of-the-art park system. This document has been created to serve as a functional report for operations, levels of service, and goals and objectives for the parks department from 2014 to 2019. An integral part of the parks systems improvements will be implementing techniques that create efficiency system-wide.

# City of Hialeah Parks Facilities



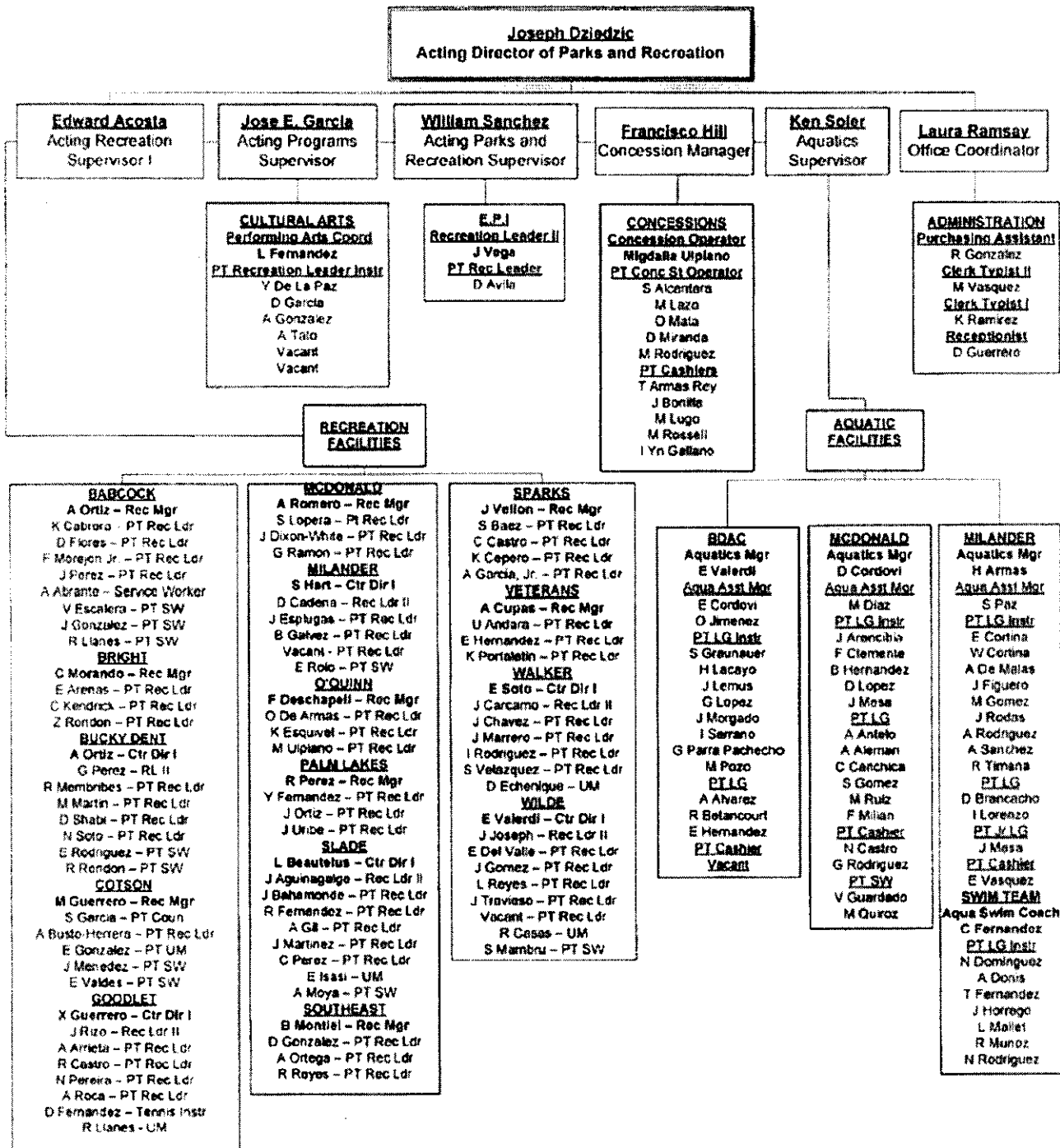


<b>Number on Map</b>	<b>Park Name</b>	<b>Location</b>
1	Veterans Park	7900 West 32 <sup>nd</sup> Avenue, Hialeah, FL, 33018
2	Carl F. Slade Park	2501 West 74 <sup>th</sup> Street, Hialeah, FL, 33016
3	Palm Lakes Park	7450 West 16 <sup>th</sup> Avenue, Hialeah, FL, 33014
4	Timothy Artman Park	1550 West 76 <sup>th</sup> Street, Hialeah, FL, 33014
5	McDonald Park/Pool	7505 West 12 <sup>th</sup> Avenue, Hialeah, FL, 33014
6	North Twin Lakes Park	625 West 74 <sup>th</sup> Place, Hialeah, FL, 33014
7	Ernest R. Graham Park/Athletic Field	455 West 66 <sup>th</sup> Street, Hialeah, FL, 33012
8	Bucky Dent Park/Pool	2250 West 60 <sup>th</sup> Street, Hialeah, FL, 33016
9	Victor Wilde Park	1701 West 53 <sup>rd</sup> Terrace, Hialeah, FL, 33012
10	Sparks Park	1301 West 60 <sup>th</sup> Street, Hialeah, FL, 33012
11	O'Quinn Park	6051 West 2 <sup>nd</sup> Avenue, Hialeah, FL, 33012
12	44 <sup>th</sup> Place Bicycle Trail	West 44 <sup>th</sup> Place and West 4 <sup>th</sup> Avenue, Hialeah, FL, 33012
13	Goodlet Park	4200 West 8 <sup>th</sup> Avenue, Hialeah, FL, 33010
14	K.C. Park	West 4 <sup>th</sup> Avenue and West 44 <sup>th</sup> Place, Hialeah, FL, 33012
15	Milander Park/Pool/Ted Hendricks Stadium/Milander Center for Arts & Entertainment	4700 Palm Avenue, Hialeah, FL, 33012
16	Walker Park	800 West 29 <sup>th</sup> Street, Hialeah, FL, 33012
17	Reid Swimming Pool	2245 West 7 <sup>th</sup> Court, Hialeah, FL, 33010
18	Johnny L. Cotson Park	574 West 23 <sup>rd</sup> Street, Hialeah, FL, 33010
19	Ethel Primus Park	Red Road and West 23 <sup>rd</sup> Street, Hialeah, FL, 33010
20	Bright Park/Pool	750 East 35 <sup>th</sup> Street, Hialeah, FL, 33013
21	Okeechobee Road Bikeway	West Okeechobee Road and West 4 <sup>th</sup> Avenue, Hialeah, FL, 33010
22	Triangle Park	290 Palm Avenue, Hialeah, FL, 33010
23	Benny Babcock Park/Pool	651 East 4 <sup>th</sup> Avenue, Hialeah, FL, 33010

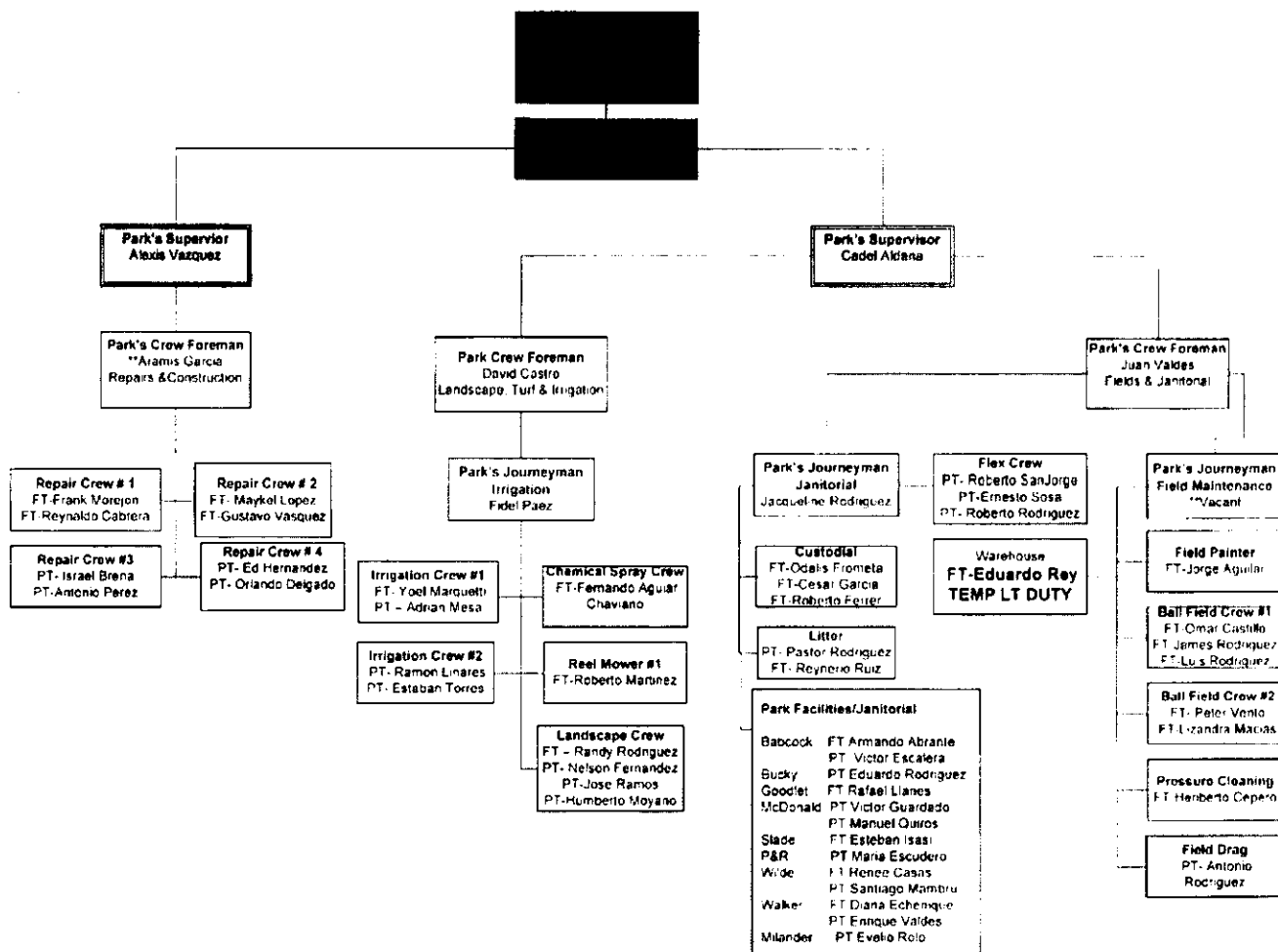
24	Bus Stop Park	Hialeah, FL
25	Ken Mattingly Park	Circle Drive and Pen Na Na Drive, Hialeah, FL, 33010
26	Hialeah Drive Park	Hialeah Drive and East 9 <sup>th</sup> Avenue, Hialeah, FL, 33010
27	Southeast Park	1015 Southeast 9 <sup>th</sup> Avenue, Hialeah, FL, 33010
28	Three Friends Park	Southeast 9 <sup>th</sup> Drive and Southeast 9 <sup>th</sup> Court, Hialeah, FL, 33010

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## Organizational Structure (Parks & Recreation)



## Organizational Structure (Parks & Recreation Maintenance)



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## **SERVICES ADMINISTRATION**

### *Responsibilities:*

- The City of Hialeah's Department of Parks & Recreation's Administrative team consists of a Department Head, an Assistant Director and 6 Supervisors, who are responsible to oversee and promote the many recreation facilities, aquatic centers, passive parks and programs which the Department offers to the patrons of its community.
- Allocate and maintain the Department's approved budget.
- Plan and carryout capital improvement projects.
- Create and administer Parks & Recreation Rules, Regulations and Policies for all Department employees and patrons; and to ensure that they are adhered to.
- Pursue grants to provide additional funding opportunities to enhance programming, park renovations and development of open spaces.
- Maintains contact with the public and community interaction in order to promote all recreation programs, special events and facilities.

### *Current Challenges and Opportunities:*

- Pursue additional funding opportunities through various grant programs and revenue generating programs.
- Continually researching and developing new ways to provide healthy and fun ways to recreate the youth and adults of our community.
- Continue to promote and elevate our programs through generating new sponsorships with corporations within our community.

## **PARKS**

The City of Hialeah Parks and Recreation Department offers a variety of activities and programs for both the adults and the youth of our community. The following is a detailed list of activities and programs we offer:

- Boys and Girls Basketball for children ages 6-17 at all City of Hialeah parks.
- Boys and Girls Baseball for children ages 5-12 at Babcock Park.
- Boys and Girls Soccer for children ages 6-17 at all City of Hialeah parks.
- Boys Flag Football for ages 6-17 at all City of Hialeah parks.
- Jr. Girls (ages 7-12) and Co-ed Volleyball for ages 13-17 at all parks.
- Cheerleading programs for ages 6-17 at all parks.
- Cultural Arts Programs (dance, music, drama) for ages 6-17 at Goodlet and Wilde.
- Tennis classes for ages 6-17 and adults at Goodlet Tennis Center.
- Swimming classes are offered for children at all pools and aquatic centers.
- Swim teams: Synchronized swimming classes and Water Polo teams at Milander.
- Adult softball leagues offered at Bucky Dent Park (Year-round).

## **Crews Work Scope**

### *Repair Crews*

- Repair Crews are mainly responsible for the completion of approximately 1,500 work orders a year produced all of the City Parks facilities.
- Assist many other citywide departments with minor repairs.
- These crews are called upon to repair, rebuild and remodel all of the aforementioned facilities. It is their responsibility to keep our facilities safe, aesthetically pleasing and functional.
- The crews are also move around as needed when special events or projects arise.
- Due this function we have been able to become 95% self-sufficient while alleviating the Construction and Maintenance Departments work load.

### *Irrigation Crews*

- Irrigation crews repair and maintain all irrigation systems across the city.
- Oversee all irrigation systems in the city
- Troubleshoot irrigation hydraulic and electrical systems
- Analyze and identify irrigation malfunctions
- Program all irrigation schedule cycles
- Keep irrigation stock room supplied with necessary parts
- Keep up with water restrictions
- Obtain well permits for the Parks Department
- Repair irrigation problems for other departments citywide
- Meet and inform electricians of electrical issues within irrigation systems
- Meet with contractors
- Review irrigation designs
- Oversee irrigation pump repair, when contracted out
- Meet with other department heads and review irrigation proposals
- Other related issues with irrigation repair

### *Spray Tech*

SprayTech regulates the unwanted weed growth, fertilization of sod areas, fungal infestation and turf- related pest.

## **Pesticides**

- Proper operation of the pesticide application apparatus
- Weed identification
- Fungus identification
- Meet with Vendors
- Prepare seal bids for pesticide products
- Scouting and identify pests
- Research pesticides
- Manage the budget for pesticide products appropriately
- Plan and schedule pesticide applications and notify superiors
- Purchase Pesticides
- Inventory of Pesticides products
- Record keeping of pesticides purchased
- Attend Seminars (CEU)
- Meet with Agriculture State Inspectors



- Answer to State Audits
- Evaluate the Performance of the Pesticides
- Evaluate turf damage
- Proper maintenance of 60 acres of Bermuda sod and numerous sites of St. Augustine sod
- Other related pesticide issues

#### **Fertilization**

- Identify plant nutrition deficiency
- Oversee the fertilization application
- Proper operation of the fertilizer application apparatus
- Calibrate equipment
- Research fertilizer formulas/blends
- Manage the budget for fertilization applications
- Plan and schedule fertilizer applications
- Purchase fertilizer
- Inventory of fertilizer products
- Record keeping of fertilizer purchased
- Review all fertilizer blends labels with Spray Tech
- Attend seminars (CEU)
- Meet with Agriculture State Inspectors
- Answer to State Audits
- Evaluate the results of the fertilizer
- Evaluate turf damage
- Proper fertilization of 60 acres of Bermuda sod and numerous sites of St. Augustine sod
- Proper fertilization of all trees, palms and numerous ornamental plants
- Other related fertilization issues

#### **Turf, Landscape and Sod Crew**

- Properly maintain landscape areas of the parks department
- Proper operation of the various landscape tools
- Properly train staff to operate various turf mowers
- Properly train staff to operate farm tractors
- Contact landscape contractor
- Obtain quotes for plants and landscape materials
- Mulch all landscape areas
- Train staff properly plant trees and plants
- Mow every week 60 acres of Bermuda sod
- Review and make recommendations to landscape designs
- Review landscape work orders and all other related issues that arise

#### **Ball Field Maintenance Crews**

- Service and maintain all of the athletics Baseball fields and turf.
- Litter control at all baseball fields.
- They are also used for special events set up and breakdown and maintenance during
- These crews are also used for Code Compliance clean ups.

**Field Painter**

- Paint athletic fields as per season.
- Repair or replace base pegs.
- Assist ball field crew as needed.
- Paint sport cycles for Dade County Schools upon request.

**Pressure Cleaning**

- All Tennis courts and Basketball courts.
- All interior sidewalks as needed.
- All Park buildings as needed.

**Janitorial Crews and Facility Staff**

Some of the Janitorial staff is assigned to a park facility and others are on crews. The facilities which have all-day functions and a large volume of patrons require a staff on-site in order to assure the cleanliness and safety. The others are assigned to crews and have several sites to maintain in order to maximize their efficiency:

*Daily*

- Pick up all litter and debris on park grounds, empty all outside garbage cans re-line as needed
- Sweep and mop entire building
- Clean restrooms thoroughly/Restock toilet tissue and hand soap as needed
- Empty all inside garbage cans, clean and re-line as needed
- Wipe down water fountains
- Clean glass doors and windows
- Wipe down window sills and borders
- Clean mops

*Weekly*

- Clean all air conditioning vents
- Clean and wipe down all vending machines and game tables
- Order supplies as needed

*Monthly*

- Clean and wipe down all baseboards and paneling
- Clean and disinfect all garbage cans

## **Master Plan Development Process**

### **Park Operations**

Currently the Department of Parks and Recreation consists of 15 parks, two water parks, one aquatic center, four community pools, three tennis centers, nine passive parks, one basketball gym, one baseball complex, three Entry Plazas, two Fountains, two Parking Garages and a 5,226 seat multi-purpose stadium, totaling more than 100 acres (0.40 km<sup>2</sup>) combined all together. Long term plans include adding a 15-acre park in a recently annexed portion of the city complete with rentable areas, walkways, bike trails, a Dog Park and open spaces.

### **Parks Capital Improvement**

Listed below are the latest batch of projects the City of Hialeah would like to take on with the help of the GOB funds that are remaining and at the City's expense. The city has been very keen with previous GOB monies that have been given and can say that they have gone a long way to keep the city beautiful and modern with the improvements that can be seen citywide. Among the projects included would be the following:

- Update or replace the pool liner and Milander Aquatic Center. This center is used by numerous high schools during swimming and water polo seasons and is also the home to the cities Hialeah Storm swim team. The anticipated costs for this project are believed to be around \$170,000.
- The renovation of the existing recreation building at Milander Park. The park is also the home to Ted Hendricks Stadium, Milander Aquatic Center, Milander Tennis Courts, and as well as the newly constructed Milander Center for Arts and Entertainment. The expected budget for this project will be \$450,000.
- Update and renovate the playgrounds and James Bright and Benny Babcock Park. The expected budget for this project would total \$260,000 with the breakdown of \$80,000 for Bright and \$180,000 for Babcock.

That would put the overall budget of all these projects at about \$950,000 - \$1,100,000 which is what the city currently has allocated but tied up in different projects. The goal would be to close those projects and reallocate those funds in to one major project to be used as described above.

## RECONCILIATION OF FUNDS

The funds for the aforementioned projects would be coming from previous funds that were approved by the Board of County Commissioners in previous years and set aside for the Parks within the City of Hialeah. The City currently has five projects that were originally slated for the funds as separate projects within the GOB system. They were:

Project	GOB Project #	Amount Allocated	Amount Remaining
Renovations to Bucky Dent Park	79-70603	\$846,000	\$184,357
Renovations to Goodlet Park	80-70604	\$635,000	\$379,984
Upgrade to Graham Park	81-70605	\$106,000	\$63,940
Renovate Edgar J. Hall Recreational Center	74-70598	\$212,000	\$212,000
Renovate Slade Park	76-70600	\$159,000	\$159,000
Totals Monies Available			\$999,281

At this time, the City would like to reallocate these funds from the various previously approved projects to one project fund with a new project number in order to be able to work from one fund and completed all the projects mentioned above.

## PURPOSE OF PLAN

The purpose of the plan is for future development, encourage standardized equipment and amenities, and establish consistent aesthetics and prioritization of goals. As of the 2010 census, Hialeah has a population of 224,669. Hialeah is the sixth-largest city in the state, and is a major municipality within Greater Miami. Planning for growth through the preservation of open space is an essential component of smart growth principles.

The plan will continue our comprehensive park system through the variation of amenities. The plan will also serve as the point of reference document officiating the city's intent to maximize its parks system and thereby serving as the certified planning document for purposes of grant applications.

## CONCEPTUAL DRAWINGS

### Babcock Park



## BRIGHT PARK

